

## **Board of County Commissioners Agenda Request**

Date of Meeting: May 13, 2003  
Date Submitted: May 8, 2003  
To: Honorable Chairman and Members of the Board  
From: Parwez Alam, County Administrator *PA*  
Gary W. Johnson, Director, Community Development Department  
Subject: Approval of Continuous Supply Contract for Lead-Based Paint Testing to  
MIHIR Environics, Inc.

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**Statement of Issue:**

This item seeks Board approval to award a continuous supply contract to MIHIR Environics, Inc. for Lead-Based Paint Testing (Attachment #1).

**Background:**

Leon County currently has a Community Development Block grant to rehabilitate forty-two (42) substandard housing units for low income families qualifying for the program. Leon County has operated a housing rehabilitation program with State Housing Initiatives Partnership (SHIP) Program and Community Development Block Grant (CDBG) funds since 1992.

Housing units approved for rehabilitation services, constructed prior to 1978, have to undergo a lead-based paint test clearance prior to any rehabilitation efforts. CDBG funds will be used to perform lead-based paint testing.

**Analysis:**

The Purchasing and Housing Services Divisions' staff realize money and time can be saved through continuing supply contracts for services. A continuing supply contract allows staff to address, in a more timely manner, emergency repairs to eliminate health and safety threats to the home owners.

The bid was advertised locally and 628 vendors were notified through the automated procurement system. Twenty-eight (28) vendors requested bid packages, which resulted in seven bids and no-bid statements. The bid tabulation sheet is included as Attachment # 2.

The bid packet stated that approximately 10-20 housing units would require initial inspection and clearance, and that possible risk assessments would be required on a case-by-case basis. Applying the initial test and written report (the most common procedure), and applying the County's 5% local preference and the 1% stipulated in the Leon County Purchasing and M/WBE Policy, MIHIR Environics, Inc., a local, minority-owned the low bidder for the project.

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Staff is requesting that the Board award a continuing supply contract for Lead-Based Paint Testing to MIHIR Environics, Inc. The M/WBE Office supports the staff's recommendation due to the fact that MIHIR Environics, Inc., is a 100% Asian M/WBE firm (Attachment #3).

**Options:**

1. Approve the award of the continuous contract for lead-based paint testing to MIHIR Environics, Inc.
2. Do not approve the award of the continuous contract for lead-based paint testing to MIHIR Environics, Inc.
3. Board direction.

**Recommendation:**

Option #1.

**Attachments:**

1. Continuing Supply Contract to MIHIR Environics, Inc.
2. Bid tabulation sheet for BC-02-18-03-25
3. M/WBE Statement